



The City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Wayne J. Franklin, Mayor Pro Tem
Bob Higley, Councilmember
Kellye Burke,
Councilmember Mardi
Turner, Councilmember

STAFF

M. Chris Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in special regular session on **Monday, February 12, 2018**, in the Municipal Building, 3800 University, West University Place, Texas beginning at approximately **6:00 p.m.**

SPECIAL MEETING (6:00 p.m.)

Special Meeting Agenda was as follows:

Called Meeting to Order

Mayor Sample called the meeting to order at approximately 6:00 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Franklin, Councilmembers, Burke, Higley, and Turner, City Manager Peifer, City Attorney Petrov, City Secretary Gilliam, Police Chief Walker, Assistant City Manager/Public Works Director Beach, Finance Director Kalka, and Fire Chief Taylor.

1. City Contracts

Matters related to review and discussion of some of the city's previous, current, and future contracts including, but not limited to, the city's bidding process and other related matters. *Recommended Action: Discuss and take any desired action. **City Manager Chris Peifer***

City Council discussed city contracts with staff and directed staff to solicit Request for Proposals (RFPs) when certain contracts are reaching expiration. Specific contracts discussed for RFPs were for a benefits consultant and compensation services, as well as the timeframe for soliciting RFPs for a search firm for the city manager's position.

2. Adjourn Special Meeting

At approximately 6:25 p.m., Mayor Sample adjourned the special meeting.

REGULAR MEETING (6:30 p.m.)

Mayor Sample called the Regular Meeting to order at approximately 6:32 p.m.

Pledge of Allegiance: Boy Scout Peter Wade, Troop 55, led the Pledge.

Notice of Meeting: City Secretary Gilliam confirmed that the notice of the meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

Regular Meeting Agenda items were as follows:

3. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

Alida Drewes, 6112 Fordham, commented on various issues.

4. Award Contract for Janitorial Services

Matters related to awarding a contract for janitorial services. *Recommended Action: Award contract for janitorial services to Ambassador Services for a term of 5 years in the amount of \$920,040.00 with optional one-year extensions for three years and authorize the City Manager to execute a contract.* **Mr. Dave Beach, Assistant City Manager/Public Works Director**

Councilmember Higley moved to award the contract for janitorial services to Ambassador Services for a term of 5 years in the amount of \$920,040.00 with optional one-year extensions for three years and to authorize the City Manager to execute the contract. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner
Noes: None
Absent: None

5. Award Contract for the Purchase of Police Vehicles

Matters related to awarding a contract for the purchase of three (3) 2108 Ford Interceptor Utility Vehicles for use in the Police Department. *Recommended Action: Award contract for (3) 2018 Ford Interceptor Utility Vehicles to Helfman Ford in the amount of \$93,357.* **Mr. Dave Beach, Assistant City Manager/Public Works Director**

Councilmember Higley moved to award the contract for three 2018 Ford Interceptor Utility Vehicles to Helfman Ford in the amount of \$93,357.00. Mayor Pro Tem Franklin seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner
Noes: None
Absent: None

6. Consent Agenda

All Consent Agenda items listed were considered to be routine by the City Council and were enacted by one motion.

A. City Council Minutes

Approve City Council Minutes of January 22, 2018. *Recommended Action: Approve City Council Special and Regular Meeting Minutes.*

B. Acceptance of the Quarterly Investment Report

Matters related to the City's Quarterly Investment Report. *Recommended Action: Accept the City's Quarterly Investment Report with no other action being required.* **Ms. Marie Kalka, Finance Director**

C. Interlocal Agreement with Harris County

Matters related to an Interlocal Agreement with Harris County on E-Pass Equipment. *Recommended Action: Approve Interlocal Agreement with Harris County for E-Pass Equipment.* **Mr. Aaron Taylor, Fire Chief**

Councilmember Higley moved to approve the Consent Agenda as presented. Councilmember Burke seconded the motion. **MOTION PASSED.**

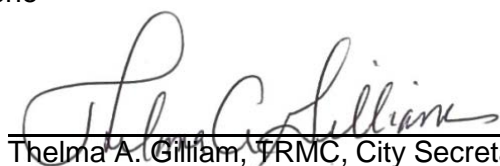
Ayes: Sample, Franklin, Burke, Higley, Turner
Noes: None
Absent: None

7. **Adjourn**

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 7:05 p.m. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner
Noes: None
Absent: None

Prepared by:


Thelma A. Gilliam, TRMC, City Secretary

02/26/18
Council Approval Date